

SOUTHERN DISTRICT OF NEW YORK

SUMMONS IN A CIVIL ACTION

25

s/

Signature of *Tammi M. Hellwig*

The seal of the United States District Court for the Southern District of New York is a circular emblem. It features an eagle with spread wings perched on a shield, surrounded by thirteen stars. The outer ring of the seal contains the text "UNITED STATES DISTRICT COURT" at the top and "FOR THE SOUTHERN DISTRICT OF NEW YORK" at the bottom, separated by a rope-like border.

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Civil Action No. _____

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

This Summons for *(name of individual and title, if any)* _____
was received by me on *(date)* _____.

☐ I personally served the summons on the individual at *(place)* _____
_____ on *(date)* _____; or

☐ I left the summons at the individual's residence or usual place of abode with *(name)* _____
_____, a person of suitable age and discretion who resides there,
on *(date)* _____, and mailed a copy to the individual's last known address; or

☐ I served the summons on *(name of individual)* _____, who is
designated by law to accept service of process on behalf of *(name of organization)* _____
_____ on *(date)* _____; or

☐ I returned the summons unexecuted because _____; or

☐ Other *(specify)*:

My fees are \$ _____ for travel and \$ _____ for services, for a total of \$ ____.

I declare under penalty of perjury that this information is true.

Date: _____

Server's signature

Printed name and title

Server's address

Additional information regarding attempted service, etc: